



British Columbia Flood Plan

2002 Edition



**BRITISH
COLUMBIA**

Ministry of Transportation

**Ministry of Public Safety
and Solicitor General
(Provincial Emergency Program)**

**Ministry of Water, Land
and Air Protection**

Public Affairs Bureau

FOREWORD

The British Columbia Flood Plan describes the concept of operations for responding to and managing the consequences of flooding.

The plan is a living document which represents a quadripartite agreement between the Ministry of Transportation, the Ministry of Public Safety and Solicitor General (Provincial Emergency Program), the Ministry of Water Land and Air Protection and the Public Affairs Bureau.

The British Columbia Flood Plan has been revised annually since 1992 due to government reorganizations and changes to emergency legislation. This year the plan has been fully revised to reflect the province's adoption of the British Columbia Emergency Response Management System (BCERMS) and the restructuring of Ministries.

Management of flood response activities occurs under the British Columbia Emergency Response Management System (BCERMS). This is a comprehensive "all hazards" emergency response management structure, which integrates the resources and the staff of the whole of the provincial government, its agencies and crown corporations.

PLEASE DESTROY ALL PREVIOUS COPIES OF THE BRITISH COLUMBIA FLOOD PLAN IN YOUR POSSESSION.

April, 2002

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BRITISH
COLUMBIA

BRITISH COLUMBIA FLOOD PLAN

This plan identifies the intended actions to be taken by the Government of British Columbia in response to flooding.

April, 2002

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References:

- A. Emergency Program Act
- B. Emergency Program Management Regulation
- C. British Columbia Emergency Response Management System (BCERMS) Overview (2000)
- D. Central Coordination Group/ Provincial Emergency Coordination Centre Standard Operating Procedures (Draft March 1999)
- E. Provincial Regional Emergency Operations Centre (PREOC) Guidelines (2001)
- F. British Columbia Emergency Public Information Plan

1.INTRODUCTION

1.1 General

Local governments have the primary responsibility for flood protection and response. The provincial government acts in support of local government. In unorganized (unincorporated) communities, or where the level of response is beyond the capability of local communities, the provincial government will coordinate the response.

At the provincial level, flood response is coordinated by the Provincial Emergency Management Structure using an integrated response model. Management of flood response activities is carried out utilizing BCERMS (reference C). The primary supporting Ministries/agencies involved in response to flood events are:

- **Ministry of Transportation (TRANSP)** has the primary responsibility for the operational response (floodfighting).
- **Ministry of Water, Land and Air Protection (WLAP)** has the responsibility for flood assessment, technical services and planning.
- **Ministry of Sustainable Resource Management (SRM)** has the responsibility for flood forecasting through the River Forecast Centre.
- **Ministry of Public Safety and Solicitor General/Provincial Emergency Program (PEP)** has the primary responsibility for coordinating the Provincial Emergency Management Structure. PEP will activate PREOCs, staffed under TEAMS, to coordinate and direct the provincial response. PEP supports recovery through the administration of the Disaster Financial Assistance (DFA) program.

- **Public Affairs Bureau (PAB)** has primary responsibility to develop the provincial communications strategy, once the provincial emergency management structure is activated. PAB will liaise with the PECC Chief Information Officer (CIO) to ensure all provincial agencies implement the strategy.

Numerous other ministries provide support based on their assigned emergency response functions (Annex B).

1.2 Background

The province of BC can experience flooding throughout the entire year, due to natural conditions and geography. Some geographic locations are susceptible to fall flooding due to heavy rains or rain-on-snow events, while other areas are susceptible to spring freshet flooding due to snow melt. Most areas of the province are susceptible to flooding due to intense storm cell precipitation which may occur at any time of the year.

Freshet flooding generally occurs in various parts of the province over a four month period (April, May, June, July) which allows for an enhanced level of readiness throughout the province. The potential for freshet flooding can, to some degree, be predicted by means of snowpack monitoring and long-range weather forecasting.

Flooding may also occur in all areas of the province due to other causes including ice jams, dam failures and incidents, and dyke and pump station incidents.

Regional WLAP and PEP staffs assess all flood incidents and may request support from other ministries or agencies as required. PEP issues a task number for flood events requiring a provincial response. Extraordinary ministry costs, over and above normal ministry activities, are journal vouchered to PEP.

2. PURPOSE

This plan describes the methodology for coordinating the provincial government's activities in managing the consequences of a flood event.

2.1 Assumptions

Based on historical flood events, the following assumptions apply:

- Events may occur simultaneously and/or during unrelated natural or human-made events; and
- Flooding can result in secondary events including landslides, train derailments etc.
- Provincial Response will be coordinated as needed with any other emergency/event response.

3. CONCEPT OF OPERATIONS

The province is committed to the promotion of flood protection and mitigation programs, to reduce property damage and the threat to life due to flooding.

Local governments have the primary responsibility for flood protection and response within their municipal (incorporated) boundaries.

The province, if requested, will support flood response efforts of a local government or, if the event occurs in unorganized (unincorporated) communities, the province will coordinate and direct flood response operations.

The province will provide forecasting information to citizens, agencies and local governments to encourage and assist with preparation in advance of a potential flooding event.

The level of provincial support will be directly dependent upon the magnitude of the flood and/or potential for flooding.

In responding to a flood event, the actions and decisions of the province for consequence management will be based on the priorities to protect the following:

- health and safety of responders
- public health/safety (save lives, reduce suffering) ;
- provincial infrastructure (roads, communications and utilities);

- private property (buildings, livestock and other animals), excluding land;
- the environment; and
- reduce economic and social losses.

3.1 Emergency Response Structure

The Provincial Emergency Management Structure utilizes an integrated government response model. The British Columbia Emergency Response Management System (BCERMS) (Reference C), will be used in the management of all flood emergencies requiring a provincial response.

The provincial flood response structure is comprised of the following:

- Central Coordination Group (CCG);
- Provincial Emergency Coordination Centre (PECC) (Reference D)
- Provincial Regional Emergency Operations Centres (PREOCs) – (Reference E)
- Provincial Mobile Emergency Operations Centre (PMEOC)
- Emergency Operations Centres (EOCs) operated in support of site response. EOCs will normally be operated by local authorities.

3.2 Central Coordination Group

In preparation for freshet flooding, the director of PEP will call together the core CCG representatives from TRANSP, WLAP and PAB to begin advance preparation for a coordinated flood response. The director of PEP and the ministry representative from TRANSP will co-chair the CCG. Depending on the magnitude of the flooding, the role of the CCG changes from planning and preparedness to that of response support and coordination. The CCG regularly briefs senior government officials on the flood threat, flood preparation, response and recovery activities.

**3.3 Provincial
Emergency
Coordination
Centre**

The PECC manages provincial level resources on behalf of the CCG in response to the emergency needs of the operational area(s). It manages and coordinates mutual aid between regions (PREOCs) and at the provincial central level, and serves as the coordination and communications link with the federal disaster support structure.

The Emergency Coordination Centre (ECC) is an integral part of the PECC. The ECC operates on a 24/7 basis 365 days per year and provides the operational communications and tasking during flood events.

The PECC will be activated in support of any activated PREOC. In addition, it will be automatically activated immediately following any major emergency/disaster. Staffing of the PECC will be provided by PEP staff and augmented through TEAMS.

**3.4 Provincial
Regional
Emergency
Operations Centre**

The primary function of a PREOC is the coordination of the provincial response to flooding within a specific geographical region.

The PREOC will provide local direction, control and coordination of flood operations conducted in areas without a structured emergency program, and will provide support to local governments on a priority basis. The duties of the PREOC sections will be in accordance with BCERMS.

Primary PREOC staffing will be provided under the Temporary Emergency Assignment Management System (TEAMS).

Secondary staffing plans will be developed and maintained by the PEP regional managers.

Specialized staff will fulfil technical functions outlined in schedule 2 of the emergency management regulation. i.e., WLAP staff will provide flood assessment, forecasting and planning information to the PREOC planning section.

TRANSP staff will coordinate the technical role in the PREOC operations section (floodfighting).

Note- All TEAMS deployments must go through the Emergency Coordination Centre to be logged and then be approved by the Director of PEP or the Director of the PECC.

The PREOC director will:

- Activate the PREOC at "required staffing levels"¹ and notify the PECC/CCG accordingly.
- Assess the flood situation in the region.
- Liaise with TRANSP and WLAP/SRM regional staff and the PECC, especially for problem solving.
- Determine staffing requirements for the PREOC and field operations.
- Issue a PREOC flood directive reflecting the duties and responsibilities outlined in this plan, the regional plan and incorporate key elements of CCG directives that have been issued.

3.5 Provincial Mobile Emergency Operations Centre (PMEOC)

It is recognized that major flooding events can occur in remote areas of the province and that the effectiveness of the provincial level flood response may be negatively impacted by the distances from the permanent PREOC facilities. In those cases where the provincial response can be significantly enhanced the Provincial Mobile Emergency Operations Centre (PMEOC) will be deployed and established in the affected region. The PREOC will be staffed in support of the PMEOC operation.

3.6 Emergency Operations Centre

3.6.1 Local Government

EOCs are established to provide site level support. They work directly with the PREOC. There are times, however, when an EOC may be established by a community group other than a local government, i.e., search and rescue groups. They also provide site support and work directly with the PREOCs and ministry EOCs.

¹ The PREOC director will determine the staff necessary to provide required support in a timely and efficient manner.

3.6.2 Unorganized Areas	Large areas of the province are not covered by an emergency response by-law enacted by local governments or regional districts. The province has the responsibility for providing flood response in these areas. TRANSP may establish temporary Departmental Emergency Operations Centres (DEOCs) in order to coordinate floodfighting at the site level.
3.6.3 Supporting Ministry	Supporting ministries may activate EOCs to manage ministry-specific operations, for example the Ministry of Human Resources (MHR)/Emergency Social Services (ESS).
3.7 Regional Boundaries	The PEP regional boundaries will apply for the purposes of provincial emergency response management for all flood response activities.
3.8 Flood Management Phases	Flood management will be undertaken in four phases which correspond to pre-established thresholds, such as river levels, storm prediction and the likelihood of damaging flooding.
3.8.1 Phase 1 – Planning (Pre-Flood Preparation)	During this phase all levels of government will undertake appropriate planning and mitigation, including: • river level monitoring; • dyke, protective works, inspection • flood threat monitoring; • reviewing flood plans; and • issue strategic direction.
3.8.2 Phase 2 – Preparedness (Readiness)	PEP Regional Managers will maintain the PREOC at appropriate activation levels to coordinate readiness activity within the flood region. The CCG and PECC will be established to monitor and direct provincial flood preparedness activity. During this phase all levels of government will undertake appropriate flood mitigation, including: • Complete, repair or upgrade protective flood works; • initiate dissemination of information to individuals likely to be affected; and • utilize provincial resources as required to assist local government.

- 3.8.3 Phase 3 Response** Full emergency response is initiated. Emergency Operations Centres (EOCs) are activated. Provincial Regional Emergency Operations Centres (PREOCs) and the Provincial Emergency Coordination Centre (PECC) are staffed at appropriate levels.
- evacuation of affected areas is initiated as required; and
 - further actions may be initiated, as required, to mitigate property damage.
- 3.8.4 Phase 4 Recovery/ Disaster Financial Assistance** The restoration of infrastructure to pre-event condition, including debris removal; provision of interim housing; and implementation of Disaster Financial Assistance (DFA) programs.
- 3.9 Graduated Response** The assessment and response to flood events is described below and in the Response Activity Flow Chart (Figure1).

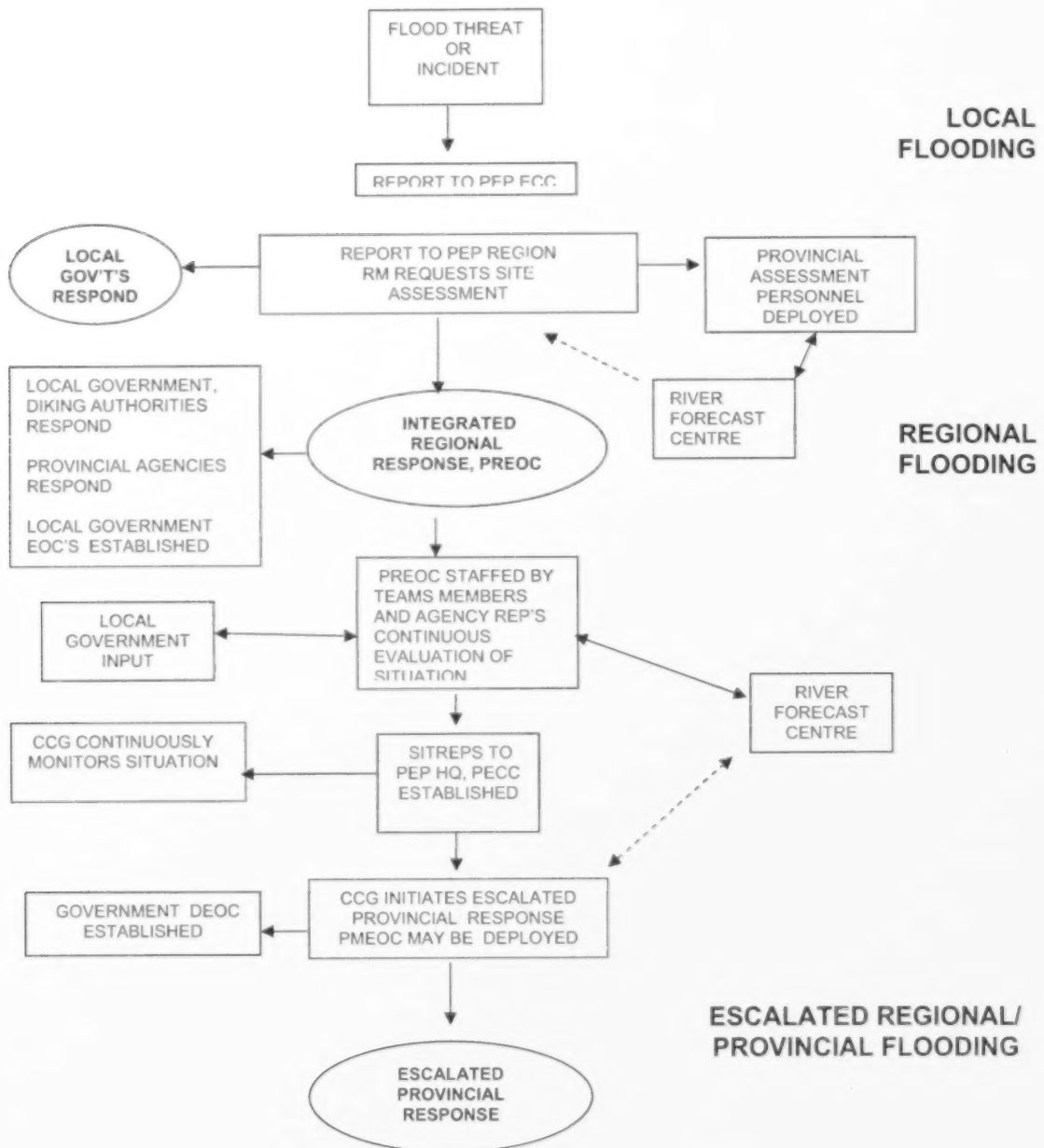


Figure 1 - Response Activity Flow Chart

3.9.1 Local Flooding

Preparation

- CCG may convene and review/update strategic guidelines for flood response.
- WLAP/Public Safety Section will monitor potential flood situations in cooperation with regional personnel.
- SRM/River Forecast Centre (RFC) will provide meteorological and hydrological information for local flood events. For freshet flooding forecasts based on snowpack data will be provided, commencing in early April of each year,

Initial Report

- All significant flood events are reported to the PEP ECC. The ECC will notify the appropriate TRANSP, SRM and WLAP contacts.

Incident Assessment

- PEP, local government and WLAP regional staff will assess the situation to determine the severity of the flooding and recommend the level of response.

Response Action

- Local authorities will coordinate response activities within their jurisdiction. The province will co-ordinate flood response activities in areas of provincial jurisdiction. TEAMS staff will be used to manage the provincial response and to assist local government. Provincial staff will monitor and update the ECC.
- SRM/RFC will continue to monitor and assess flood conditions.
- TRANSP regional operations will be notified and will respond to flooding that impacts roads and bridges within its jurisdiction.

3.9.2 Regional Flooding

Enhanced Response

- If, in the opinion of provincial senior staff, the situation warrants additional coordination and control on an urgent basis, they may request the activation of a PREOC through the PECC.
- The decision to enhance flood response activities will be made by the PECC/CCG, on the recommendation of senior staff.
- If a PREOC is opened, the PECC will activate and the PEP Director will inform the CCG.

Funding

- All agencies outside of the activated PREOCs are reminded that Emergency Program Act Statutory Account expenses must be authorized by senior PECC staff.

3.9.3 Escalated Regional/ Provincial Flooding

Notification

- Should the site evaluation indicate that an escalated provincial response beyond regional boundaries or capability is required, PEP ECC is notified and the situation is reported to the director of the PECC and the CCG.

Response Decision

- CCG may direct the activation of one or more PREOCs.
- CCG coordinates a provincial response, issues flood directives to PREOC Directors and provides flood events information to the respective ministry executives. PEP ECC will notify all agencies.

Response Action

- The PECC and PREOC(s) are fully activated. Flood directives issued by the CCG are implemented.
- The PREOC Director(s) for the affected region(s) implements the regional staffing plans.

4. ROLES AND RESPONSIBILITIES

4.1 Local Government

- Monitor flood sites
- Implement flood protection measures
- Identify flood risk areas
- Establish response parameters in consultation with PEP, SRM/WLAP and TRANSP
- Establish EOC and advise PREOC
- Coordinate evacuation and care of displaced residents

4.2 Ministry of Transportation

Central

- Assign a senior ministry representative to act as co-chair to the CCG.
- Provide representatives to the PECC.
- Identify and supply equipment and other resources such as riprap within the region(s).
- Forward additional equipment and resource requirement requests to the PECC.
- Issue regional flood response tasking orders based upon directives issued by the CCG.

Regional

- Respond to floods impacting highway infrastructure
- Direct flood-fighting activities at the site level
- Provide senior staff to the operations section to co-ordinate floodfighting resources.
- Participate in the development of the Region Flood Response Plan.
- Establish DEOCs in district offices to support provincial floodfighting.
- May be required to provide support services and staff on a 24-hour basis to PREOC.

4.3 Ministry of Water, Land and Air Protection/ Ministry of Sustainable Development

Central

- Responsible for the River Forecast Centre (RFC).
-conduct regular snow surveys.

- provide flood forecasts and bulletins
- provide regular updates of snow conditions
- liaise with Environment Canada regarding weather forecasts and their impact on flood risk
- Audit/monitor dam owners and diking authorities.
- Provide technical services.
- Appoint a senior representative to the CCG.
- Provide representatives to the PECC.

Regional

- Provide the following:
 - technical advice as required;
 - flood assessment at the field level
 - recommend strategies to PREOC
- May be required to provide support services and staff on a 24-hour basis to PREOC.

**4.4 Ministry of Public Safety
and Solicitor General -
Provincial Emergency
Program**

Central

- The PEP director will co-chair the CCG.
- Establish and coordinate staffing² of the PECC and PREOC(s).
- Coordinate provision of support services to the PECC and PREOC(s) for 24/7 operation.
- Assign PREOC directors
- Co-ordinate the preparation of provincial flood response directives.
- Assist in issuing tasking orders and public information advisories and warnings.
- Provide provincial summary information to public.
- Provide overall direction for finance at the PECC and PREOC level.

Regional

- Notify regional SRM/WLAP Water Management and TRANSP regional staff.
- Notify local authorities.
- Determine response in consultation with SRM/WLAP
- Update PEP ECC.

² Core staffing of the PECC and PREOC(s) will occur through Temporary Emergency Assignment Management System (TEAMS). Agency representatives have been pre-identified in staffing plans.

- Coordinate response as required.
- Provide funding approval and obtain task number.
- Provide regional summary information to public.
- Compile site assessments and forecasts.
- Approve the tasking orders and public information advisories and warnings.

**4.5 Office of the
Premier/Public
Affairs Bureau**

- Assign a senior representative to the core CCG.
- Assign TEAMS IOs to the PECC and each regional PREOC as requested.
- Implement the Emergency Public Information Plan.
- Brief senior government on communications issues.

**4.6 Other Supporting
Ministries/Agencies**

The emergency response functions that will be provided by specific provincial ministries/agencies in response to a flood event are detailed in Annex B.

5. COORDINATION INSTRUCTIONS

**5.1 PREOC Location
and Equipment**

PEP will be responsible for the location and equipping of all PREOCs. Permanent PREOCs, with basic facilities, are established in all PEP regions. All additional costs incurred for the establishment and operation of a PREOC, except salaries and overtime (which must be pre-approved), will be processed through PEP headquarters.

**5.2 PECC/PREOC
Staffing**

PEP will be responsible for staffing the PECC and PREOCs by drawing upon Temporary Emergency Assignment Management System (TEAMS) staff and additional resources as required.

**5.3 Activation
(Staffing) Levels**

Phase 1

- *Level 1* - Pre-response/monitoring status, 0800 – 1630 hrs daily with appropriate staffing.

Phase 2

- *Level 2* - Operational response, full 24/7 operation.
- *Level 3* - Major emergency, full 24/7 operation.

5.4 Flood Response Stages

In Phase 3, the following stages will be observed in respect to flood response and evacuation activities:

Stage 1/Flood Watch

WLAP will provide general monitoring of river banks adjacent to dykes for erosion. EOCs, PREOCs and the PECC may open for 24/7 operation at minimum staffing levels (Activation Level 1). Public information on floodproofing homes, businesses and threatened infrastructure as well as public safety advisories will be issued by the PECC/PREOCs. Floodfighting resources will be strategically pre-positioned.

Stage 2/Flood Alert

Situation deteriorating, EOCs, PREOCs and the PECC may be fully staffed for 24/7 operation (Activation Level 2). Enhanced response initiatives are implemented and plans are completed for an orderly evacuation of potentially affected areas. Voluntary evacuation is initiated. Dykes are inspected daily.

Stage 3/Flood Warning

Floodfighting commences in problem areas. Dykes are patrolled on a 24/7 basis. Precautionary evacuation of vulnerable population commences.

Stage 4/Flood Order

High probability of serious damage due to flooding. Full flood response/control programs implemented. Mandatory evacuation may be ordered. Response structure moves to Activation Level 3 as directed.

All Clear

Return to flood area is permitted. Demobilisation and recovery activities commence. EOCs, PREOCs and the PECC remain at Activation Level 1 in case situation deteriorates and/or to support recovery activities.

5.5 Situation and Incident Reports

Upon PREOC activation, a daily written situation report (PREOC 601) will be submitted to the PECC not later than 1700 hours daily. Whenever possible digital photographs of the impacted areas should be included in the report.

Verbal and written incident reports will be used at all levels to provide immediate notification of a significant incident or change in the status of a previously reported incident.

Situation and incident reports will be prepared and distributed in accordance with instructions provided in Annex I.

6. FINANCE AND ADMINISTRATION

6.1 FINANCE

6.1.1 Expenditure Control

A PEP task number will be assigned on a region by region basis to facilitate PREOC set-up in preparation for imminent flooding. Specific task numbers for flood related emergency incidents will be issued when required.

The following will be observed with respect to expenditure management:

- All expenditures must be pre-authorized by the Director of PEP, PECC Director or PREOC Director. The CCG may, as required, designate other spending authorities as deemed necessary.
- Upon PREOC activation, an initial Phase 2 expenditure fund allocation will be provided to each PREOC director for use against the assigned task numbers.
- During Phase 3 response operations, PREOC directors or designated principal PREOC staff, may authorize expenditures for flood response or support activity for up to \$100,000 per flood response site or jurisdiction to protect life, private property or local or provincial government infrastructure. Any single expenditure exceeding \$100,000 must be pre-

authorized by the PECC Director, or the CCG co-chairs.

- Ministries/agencies must ensure that all expenditures that will result in journal voucher action are authorized using either an expenditure authorization form³ (Annex C) completed and signed by the PECC/PREOC director. The agency initiating the expenditure is provided a copy of the authorization form, a copy is retained by the PECC/PREOC and a copy passed to PEP headquarters in Victoria.
- All ESS expenditures must be accompanied by an ESS Referral Form completed and signed by a designated spending authority

INVOICES/EXPENDITURES WILL NOT BE PROCESSED UNLESS ACCOMPANIED BY DULY COMPLETED AND AUTHORIZED SUPPORTING DOCUMENTATION

6.1.2 Inventory Control

An equipment inventory will be maintained to record all non-consumable⁴ material purchased under a PEP task number. On demobilisation, a copy of the inventory indicating current disposition will be forwarded to PEP headquarters as part of the PREOC post – operation report.

6.1.3 Workshop

A financial management workshop will be conducted for ALL designated finance and administration chiefs during Phase 2 (Readiness).

6.2 LOGISTICS

6.2.1 General

The Logistics section in the PREOCs and PECC will be primarily made up of TEAMS staff.

The primary logistics support for flood response will come from TRANSP as the key Ministry. TRANSP will supply:

- Basic personnel and vehicles
- Heavy equipment
- Construction materials
- Contract equipment and operators

³ A control mechanism to aid in tracking authorized expenditures

⁴ Material, such as office equipment, blankets, generators and safety equipment, that is NOT consumed.

FOR Protection Branch will support flood response activities. They will:

- Supply Fire Crews for flood response activities. They will verify crew numbers and availability to the PREOC and PECC.
- Supply equipment for flood response, including; hand tools, vehicles, pumps, trailers, field camps, etc.
- Provide delivery systems and storage for equipment.
- Incorporate the tasking of air support operations(through existing FOR contractual arrangements), within the logistics elements of both CCG/PECC and PREOC levels

The Purchasing Commission will:

- provide staff member(s) on call to assist CCG/PECC Logistics Section (24/7 if necessary) for both preparedness planning and during flood response (Phase 2) operations. The Commission's transportation management group should also be included as a resource provider (vehicles as necessary).
- ensure that a representative is assigned on call to designated PREOCs on request (24/7 if necessary) to action resource requirements that are beyond government holdings. (PREOC directors should note the limited regional representation of the commission and that its personnel support to PREOCs will be prioritized).

6.2.2 Information Technology Services

Each PREOC and the PECC have a basic pre-established communications and computer systems network in place. Additional equipment and services may be required and will be provided by the appropriate supplier as required.

Computer Systems. Local Access Network (LAN) is provided at each PREOC and the PECC.

Telecommunications.

The primary communications modes are:

- e-mail, the PECC and each PREOC will be provided with a generic e-mail address;

- facsimile machine;
- telephone (line, cellular and satellite, including links)

The secondary communications modes are:

- satellite phones;
- amateur radio; and
- courier.

6.2.3 Critical Resources

The initial assignment, movement of and authority to reposition or distribute critical resources between regions is controlled by the CCG/PECC. Critical resources may include provincial government assigned or designated floodfighting response teams, aviation resources, sandbags and sandbag-filling machines. The pre-flood disposition of sandbags and sandbag filling machines is shown in Annex G.

6.2.4 Emergency Accommodation for Evacuees

The primary supporting ministries are Ministry of Human Resources/ESS Program, the Ministry of Children and Family Development and the British Columbia Housing Commission (BCHC). Municipal requirements and anticipated needs for emergency social services are communicated from the local authority to the PREOC(s), supported where necessary by other agencies as arranged by PREOCs. All coordination with BCHC is conducted by or through MHR/ESS personnel.

6.3 PERSONNEL

6.3.1 General

PECC and PREOC directors may:

- draw staff from TEAMS as required;
- hire or contract technical/engineering support;
- hire or contract administrative support staff;
- hire or contract security services; and
- authorize and place assigned personnel on travel status.

The PECC will authorize, assign and deploy all critical resources to and between regions.

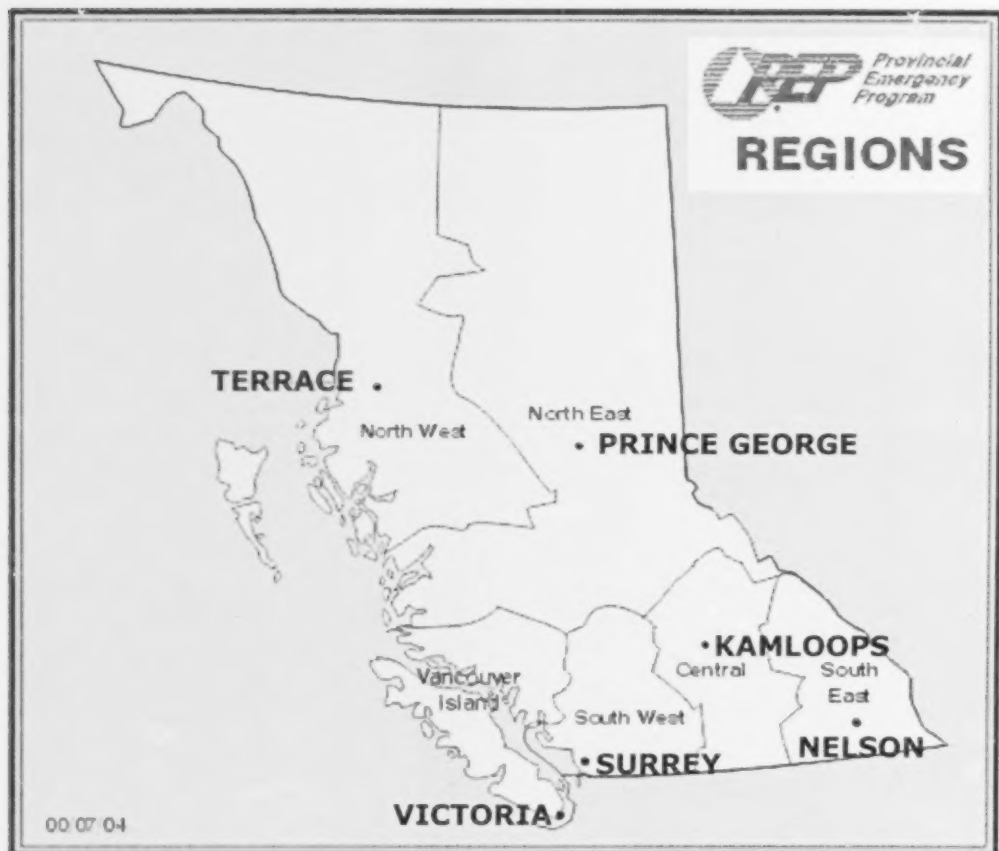
6.3.2	TEAMS/Overtime/ Call-out	Costs associated with TEAMS, overtime and/or call-out may be authorized by the PECC/PREOC Director and will be charged to the task number.
6.3.3	Staffing	Refer to PECC and PREOC, TEAMS manuals and staffing documents, distributed under separate cover.
6.3.4	Identification	All personnel assigned to the CCG, PECC or PREOC will be required to wear BCERMS identification vests.
6.3.5	Safety	PREOC directors are responsible for ensuring that: • a TEAMS Risk Management Officer and requisite support staff are assigned at the PREOC; and • all operational flood response supervisors and team leaders must ensure proper safety measures are enforced. The Risk Management Officer is part of the command cell at the PECC and PREOCs and has the responsibility of developing and recommending measures for assuring personnel safety and anticipate Workers' Compensation Board (WCB) hazardous and unsafe situations. When advised, PECC/PREOC directors will correct unsafe situations in accordance with WCB requirements.
6.3.6	Supplementary Personnel Resources	The supplementary personnel resources may be available for the following flood fighting functions: <i>Sandbagging</i> • FOR fire fighting crews; and • PEP emergency preparedness volunteers <i>Dyke Watch/Evacuation</i> • search and rescue groups Where possible, supplementary personnel should be provided a minimum of one day flood mitigation/fighting training, including sandbagging techniques and safety precautions.

**7. PUBLIC
INFORMATION**

Public information will be conducted in accordance with the BC Emergency Public Information Plan (Reference F).

The PECC and PREOCs will have TEAMS IOs in place to coordinate and implement the BC Emergency Public Information Plan.

**PROVINCIAL EMERGENCY MANAGEMENT REGIONS
and
PROVINCIAL REGIONAL EMERGENCY OPERATIONS CENTRE
(PREOC) LOCATIONS**



NOTE: Vancouver Island PREOC is co-located with the Provincial Emergency Coordination Centre (PECC)

EMERGENCY RESPONSE FUNCTIONS (Secondary Supporting Ministries/Agencies)

The following list identifies emergency response functions that will be provided by specific provincial ministries/agencies in response to a flood event. When required, a liaison (contact) officer will be arranged for each ministry or agency, as determined by the PECC or PREOC director. Any supporting agencies offering assistance will be expected to be self-sufficient with regard to finance and administration. Any incidental costs incurred during response will be settled by the affected agency, and journal vouchered to PEP for cost recovery.

Ministry of Agriculture, Food and Fish (AGF)

- Provide expertise to field teams conducting work in areas of agriculture concern.
- Provide coordination of the evacuation of livestock and their care, including emergency feeding.
- Provide coordination for disposal of livestock carcasses.
- Provide expertise to control animal/crop disease and insect infestation.
- Identify sources of food and water supplies for human use, for distribution by ESS as required.

Ministry of Children and Family Development (MCF)

- Provide care and protection of children, youth and adults with mental handicaps and special needs who are not accompanied by a guardian or custodian.

Ministry of Community, Aboriginal and Women's Services (CAWS)

- Provide firefighting and prevention services through the fire commissioner.
- Provide guidance and assistance to local governments.
- Provide liaison with the safety branch regarding railway and pipeline concerns.

Ministry of Finance (FIN)

- Provide consultation, monitoring and claims support for workers' compensation.
 - Provide risk management services.
 - Purchase response supplies/equipment and inventory (BC Purchasing Commission).
 - Provide personnel services and human resources when available.
-

- Provide government vehicles.
- Provide computer system and telephone services.
- Coordinate the use of government buildings and business machines for PREOC directors.

Ministry of Forests (FOR)

- Supply logistics support, including:
 - water pumps, hoses and hand tools.
 - Warehousing services.
 - Transportation of materials
 - remote camps.
 - communication services.
 - response personnel.

Ministry of Health Services (HLTHSVC)

- Provide emergency medical services, including hospitalization and ambulance services.
- Arrange procurement and delivery of medical supplies, equipment and pharmaceuticals, including blood and blood products.
- Provide occupational health services for monitoring worker health and medical problems.
- Provide water quality survey services.
- Provide radiological and toxicological services
- Provide sewage disposal expertise.
- Provide public health measures, including epidemic control and immunization programs.

Ministry of Human Resources, Emergency Social Services (MHR/ESS)

Coordinate the provision of emergency social services, including the provision of food, clothing, lodging, registration and inquiry services and other services necessary to support the immediate health and well-being of evacuees and responders.

- Provide assistance to local authorities in the planning and operation of emergency social services.

Ministry of Public Safety and Solicitor General(PSSG) (less Provincial Emergency Program)

- Provide legal counsel to CCG.
- Provide coroner services.
- Provide service to enforce law and order (especially against looting).
- Arrange resources to conduct search and rescue for missing persons.
- Provide service to control crowds and traffic.
- Arrange resources to implement evacuation plans, as required.
- Manage auxiliary police personnel.
- Provide security patrols in evacuated areas.

Other Support Agencies

- BC Ferry Corporation - Provide marine transportation/accommodation.
- BC Hydro & Power Authority - Ensure control of power supply.
- BC Railway - Provide equipment and transportation.
- BC Transit - Provide ground transportation.

EXPENDITURE AUTHORIZATION FORM

Log Reference (if applicable) _____

PREOC _____ Task # _____

Incident #¹ _____

Requesting Authorized Person/Agency _____

Location _____

Incident Description²

Amount Requested: _____

Expenditure Authorized "Not to Exceed" _____

Signature of Designated Authorizing Person³

Position _____

Date _____

¹ From block of assigned incident numbers allocated to PREOCs on activation.² Include date/time, location, jurisdiction and nature of response activity or service to be provided.³ PREOC director or designated principal PREOC staff.

Distribution:

Original – Requesting Person/Agency, Copy 2 – PFRC Expenditure Log, Copy 3 – PEP HQ

(Reverse of Expenditure Authorization Approval Form)**Expenditure Authorization Approval Process****General**

Approval of applicable flood sector commander or designated PREOC staff member is required prior to the expenditure of funds.

NO INVOICE OR JOURNAL VOUCHER WILL BE PROCESSED UNLESS ACCOMPANIED BY A DULY COMPLETED AND SIGNED EXPENDITURE AUTHORIZATION FORM

Request

Requests will be made by telephone/fax/e-mail to the applicable PREOC. Requests will indicate the nature of incident/requirement and amount of funds requested.

Approval

PREOC will issue a "Not to Exceed" expenditure authority by either telephone/fax/e-mail authority followed by a completed "hard-copy" Expenditure Authorization Approval form.

Completed Expenditure Authorization Approval forms will be distributed as follows:

- Original - requesting person/agency
- Second Copy - PREOC expenditure log
- Third Copy - PEP HQ/ECC

INCIDENTS INVOLVING ABORIGINAL LANDS

PEP/DIAND PROTOCOLS

An agreement between the Provincial Emergency Program and the federal Department of Indian and Northern Development (DIAND) exists which acknowledges certain legal requirements concerning emergency response and recovery operations on Indian Reserves.

Because the Provincial Emergency Program is specifically named as the provincial agency to be involved, any requirement to respond to flood conditions on (or involving) reserve lands must be forwarded to the PECC (Victoria). A separate task number will be issued for the incident to facilitate cost recovery from the federal government.

EMERGENCY RESPONSE

When immediate action is required to preserve life or property on Indian Reserves, and when local bands so request, PEP will assist, support, or arrange for such required emergency measures. This may include coordinating volunteer, municipal, provincial, federal and other agency support. PEP will notify DIAND as soon as practicable.

In less urgent situations, a written or verbal request will be sought from DIAND, and the concurrence of the local band council will be solicited. PEP will coordinate the provision of services and support as for an immediate response action or, as appropriate, assist DIAND with the resolution of the event.

EMERGENCY RECOVERY

Emergency recovery must be arranged by PEP on written request from DIAND.

None of the above conditions should be considered as factors which will delay or impede response or recovery. The intention is to provide the same service to Indian Reserves as the rest of British Columbia. The protocols described are needed to facilitate prompt cost recovery by the province from the federal government.

Pro Forma

Declaration of a State of Local Emergency

ORDER

WHEREAS [*description of hazard and emergency*] in [*description of area*];

AND WHEREAS [*explanation of on-going or imminent threat to life or property*];

AND WHEREAS this [*description*] emergency requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;

NOW THEREFORE:

IT IS HEREBY ORDERED pursuant to Section 12 (1) of the *Emergency Program Act* (RS, 1996, Chap 111) that a state of emergency exists due to [*short hazard description*] and [*short consequence statement*] in [*area description*];

IT IS FURTHER ORDERED THAT the [*local authority*], its employees, servants and agents are empowered pursuant to Section 13 (1) of the *Emergency Program Act* to do all acts and implement all procedures that are considered necessary to prevent or to alleviate the effects of the emergency.

ORDERED by the [*local authority or head of local authority*] this ____ day of [*month*], 20__.

[*head of local authority*]

RECOVERY STRATEGY

(To be developed as required)

Sandbags and Sandbag Filling Machines Pre-flooding Disposition

Sandbagging Machines

NUMBER	LOCATION	ASSIGNED TO FLOOD SECTOR
2	Chilliwack	1 (South Coast)
1	Kamloops	2 (Thompson-Okanagan)
1	Osoyoos	2 (Thompson-Okanagan)
1	Prince George	4 (Central-North East)
1	Terrace	5 (North West)

Sandbags¹

NUMBER	LOCATION	ASSIGNED TO FLOOD SECTOR
4,140,000	Chilliwack Forestry Warehouse	1 (South Coast)
285,000	Kamloops	2 (Thompson-Okanagan)
	Argo Maintenance	
100,000	Oliver	
125,000	Cranbrook	3 (Nelson)
60,000	Fernie	
46,200	Golden	
32,000	Castlegar	
43,000	Grand Forks	
107,000	Nelson	
120,400	Other locations	
106,000	Prince George Purchasing Commission Whse	4 (Central-North East)
15,000	Houston, Fire Dept.	5 (North West)
46,000	Smithers Lake Dist Maint Yard	
10,000	Terrace, Fire Dept.	
150,000	Terrace, MOT	
5,000	Telkwa, Village Yard	
8,000	Kitimat, Village Yard	
115,000	Victoria Jacklin Road Whse	6 (Vancouver Island)

¹ Warehouse location. All requests for sandbags are to be directed to PEP headquarters resource coordinator.

Abbreviations/Definitions

Agency	Branches within provincial ministries and any other government organization which is affected by flood response operations; also the mentioned groups participating in joint response efforts.
BCERMS - British Columbia Emergency Response Management System	The BCERMS represents standard policies and practices adopted by British Columbia government for emergency management
CCG - Central Coordination Group	The CCG includes representatives from key ministries with responsibility for response to certain types of events. The CCG is activated whenever a coordinated government response is required for any emergency.
DEOC - Department Emergency Operations Centre	Established by provincial ministries and Crown agencies to help manage the coordination of emergency response effort.
ECC - Emergency Coordination Centre	The ECC at the Provincial Emergency Program Headquarters receives and disseminates information from multiple sources regarding emergency situations. The Emergency Coordination Centre serves as the "incident message centre" for the Provincial Emergency Coordination Centre.
EOC - Emergency Operations Centre	A pre-designated facility established by a local government or jurisdiction to coordinate the overall agency or jurisdictional response and support to an emergency.
EEEB	Enforcement and Environmental Emergencies Branch, (Ministry of Water Land and Air Protection)
ESS - Emergency Social Services	ESS are those services that are provided short term (generally 72 hours) to preserve the emotional and physical well-being of evacuees and response workers in emergency situations.
Freshet	Generally predictable flooding as the result of snow melt in the spring or during warm periods in the winter
ICS - Incident Command System	A standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries.
IEPC	Interagency Emergency Preparedness Council
IO	Information Officer

MAFF	Ministry of Agriculture Food and Fish
MCAWS	Ministry of Community Aboriginal and Women's Services
MHR	Ministry of Human Resources
MOF	Ministry of Forests
MOT	Ministry of Transportation -
MROC	Ministry Regional Operations Centre. A facility established and operated by a regional office of a British Columbia Ministry to help manage the coordination of emergency response efforts.
MSRM	Ministry of Sustainable Resource Management
MWLAP	Ministry of Water Land and Air Protection
PAB	Public Affairs Bureau (Minister of State for Intergovernmental Relations)
PECC – Provincial Emergency Coordination Centre	A facility established and operated at the provincial central coordination level to help coordinate emergency response efforts.
PEP	Provincial Emergency Program (Ministry of Public Safety and Solicitor General)
PREOC - Provincial Regional Emergency Operations Centre	A facility established and operated at the regional level by British Columbia agencies to help manage the coordination of emergency response efforts.
RFC	River Forecast Centre (Ministry of Sustainable Resource Management)
SITREP	Situation Report
TEAMS - Temporary Emergency Assignment Management System	A program being developed under which personnel from across government will be specifically trained for employment in the PECC and PREOCs with ministries/agencies being reimbursed personnel costs, i.e., salary and benefits.
WCB	Workers' Compensation Board
WMB	Water Management Branch (Ministry of Water Land and Air Protection)

BC Flood Plan Distribution List

The BC Flood Plan is not longer available in hard copy. User wishes to have a hard copy must print their own copy from the Provincial Emergency Program Internet site.

Internet Access

The BC Flood Plan is available on the Internet, via the Provincial Emergency Program web site at:

<http://www.pep.bc.ca>

